

## Endon Hall Primary & Nursery School

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**Date:** 9.12.2020

Dear Parent/Carer,

We received communication from the DfE yesterday afternoon, which has been widely publicised in the press. The communication was regarding two things:

1. schools' requirement, over the first 6 days of the Christmas holidays, to continue the role of contact tracing, helping the national effort to limit the spread of the virus.
  2. the 'offer' of using Friday 18<sup>th</sup> December as an INSET day, in order that the above does not affect Christmas Eve.
1. Regarding schools' requirement to continue assisting contact tracing into the Christmas holidays, Public Health England has agreed a 6 day window, after the final day of teaching, in which schools are asked to remain contactable so they can assist with contact tracing where necessary. This allows enough time for positive coronavirus (COVID-19) cases to be identified and confirmed by a test and for relevant contacts in the education setting to be traced where necessary.

The DfE are clear that, beyond 6 days after the final day of teaching, school staff are not asked to play a role in contact tracing. It is also likely that the need to support the tracing process will reduce over the course of the 6 days as the majority of cases should be identified earlier in the week.

Therefore, if children display symptoms, are tested, and test positive between Saturday 19<sup>th</sup> December and Thursday 24<sup>th</sup> December, parents/carers should inform the school, via e-mail ([covid@endonhall.staffs.sch.uk](mailto:covid@endonhall.staffs.sch.uk)), of the following:

- Child's name
- Date symptoms started
- Date of COVID test
- Date of the positive COVID test result

This is because the individual may have been infectious whilst in school. Only if children have been symptomatic on Saturday 19<sup>th</sup> and/or Sunday 20<sup>th</sup> December will this affect anyone else in school. If this is the case, communication will be sent to relevant parents/carers, advising close contacts to self-isolate for 14 days.

**Where a pupil or staff member tests positive for COVID-19, having developed symptoms more than 48 hours since being in school, the school should not be contacted.** Parents and carers should instead follow contact tracing instructions provided by NHS Test and Trace.

If your child is unable to return to school on Monday 4<sup>th</sup> January 2021, for COVID related reasons, parents/carers should inform the school, via the [covid@endonhall.staffs.sch.uk](mailto:covid@endonhall.staffs.sch.uk) e-mail, of the following:

- Child's name
- Reason why the child will be unable to return (this could be because they personally are affected or because someone in their household is)
- Date symptoms started (theirs or in the household)
- Date of COVID test (theirs or in the household)
- Date of the positive COVID test result (theirs or in the household)

These e-mails will not be picked up until Monday 4<sup>th</sup> January 2021 and are for information only - so that we can be clear on when the child is able to return to school, ensuring others are not put at any risk.

2. Regarding the 'offer' of using Friday 18<sup>th</sup> December as an INSET day, in order that the above does not affect Christmas Eve, **the school has no intention to change the end of term date. School will be open as normal on this day.**

The suggestion was to make Friday 18<sup>th</sup> December a non-teaching day and use the day for staff training, which could be delivered online and then to make up the teaching time at another point in the academic year.

**We feel that it is important to keep arrangements/term dates as they are, given the disruption this would cause to children and families, especially at such short notice.** We also have our reindeer visit that day, and wouldn't miss it for the world! The above requirement affects a very limited number of school staff. Therefore, we feel it unnecessary to disrupt the learning and working of all our children and families by bringing forward the end of term date.

Please note - all other staff e-mail addresses, other than the [covid@endonhall.staffs.sch.uk](mailto:covid@endonhall.staffs.sch.uk) address, will be unmonitored during the Christmas holidays. The [covid@endonhall.staffs.sch.uk](mailto:covid@endonhall.staffs.sch.uk) e-mail address must only be used for the purposes outlined in this letter. Replies will only be sent to e-mails received to this e-mail address if necessary.

Finally, I wish to thank our parents/carers for their continued support and understanding throughout the Autumn Term. We have received many e-mails/comments of appreciation and thanks - all of which are sincerely appreciated. Together, we have accomplished so much for our children this term, under such challenging circumstances.

Have a wonderful Christmas everyone! We look forward to seeing you in the New Year!

Yours sincerely,



Miss V Lewis  
Headteacher